



BOARD OF SELECTMEN RECORD OF MEETING
OCTOBER 29, 2019
WINDSOR TOWN OFFICE

Note: This record of meeting may not be considered an official public record until such time as they are read and accepted by the Board of Selectmen Members.

Members Present: Richard H. Gray, Jr., Ray Bates, William Appel, Jr. and Andrew Ballantyne. Ronald F. Brann arrived at 6:25 p.m.

Members Absent: None.

Public Attending: Tom Reed, Sandra Isaac, Richard DeVries, and B. Jay Hussey.

Employees Attending: Theresa L. Haskell (*Town Manager*), David Coons (*Transfer Station Attendant*), Tim Coston (*Transfer Station Supervisor*), Debbie French (*Selectmen Secretary*), and Kyoko Roderick (*Deputy Clerk*).

Employees Absent: Keith Hall

Ray Bates called the meeting to order at 6:01 p.m. with the Pledge of Allegiance.

Previous Meeting Minutes:

Richard H. Gray, Jr. made a motion to approve the October 15, 2019 minutes as read seconded by William Appel, Jr. and approved 4-0-0.

Public Works – Keith Hall: Tim Coston reported that Truck #7 is back from the garage. Also, Tom Hawksley has been with Public Works trimming back the trees on Griffin Road.

Transfer Station – Timothy Coston: Nothing new except a metal reimbursement is coming soon.

Animal Control Officer – Kim Bolduc-Bartlett: Nothing new.

Cemetery Sexton – Joyce Perry: Theresa Haskell stated that Joyce will be closing the cemeteries starting on Wednesday 10/30/2019.

Public Comment: Richard DeVries passed out a handout for the steps to signing the contract for the RSU #12 Solar Farm. There was much discussion and will be tabled.

Consideration of Warrants # 17 and # 18:

Richard H. Gray, Jr. made a motion to approve Warrants # 17 and # 18 seconded by William Appel, Jr., and approved 4-0-0.

Town Manager's Items:

- a) Theresa Haskell handed out the 2019 Draft Audit which the Town's June 30, 2019 unassigned fund balance was \$1,330,774.00. The auditor recommends we have three months of town/schools/county's expenses set aside which was \$1,393,982.82.
- b) McGee Construction has renewed their contract for the year 2019-2020 for plowing. The only change made is requiring the name and contact number of each driver. The price for 250 hours has stayed the same. Anything after the 250 hours will be \$94.00 per hour. **William Appel, Jr. made a motion to accept the 2019/2020 plowing contract renewal, seconded by Andrew Ballantyne and approved 4-0-0.**

- c) Theresa Haskell sent in a MMA – Safety Enhancement Grant request on Truck #7 for a truck radio, accessories and installation in the quoted amount of \$694.00. MMA’s grant amount will be \$462.66 (2/3) and the Town will pay \$231.34 (1/3).
- d) Theresa Haskell discussed needing a Fair Hearing Officer appointed who is non-biased for any General Assistant or legal matters. She said Dennis Heath from the China Town Office is willing. **Richard H. Gray, Jr. made a motion to accept Dennis Heath as the Fair Hearing Officer, seconded by William Appel Jr., and approved 4-0-1.** Ronald F. Brann abstained because he is the Deputy General Assistant Manager.
- e) Arthur Strout ok’d the CMP pole permit for Barton Road. **Motion to approve the permit made by Andrew Ballantyne, seconded by Ronald F. Brann and approved 5-0-0.**
- f) Theresa said she and Rick Gray, Jr. have been looking at the Town’s Franchise Agreement Renewal and they asked to have all Board of Selectmen members to look at this and this will be tabled to the next meeting.
- g) Theresa said Lucas Striping has painted road lines within the town but accidentally painted the Greeley Road. Steve Lucas said there will be “no charge” for his error.

Selectmen’s Items:

- a) **Ray Bates made a motion to go into Executive Session pursuant to 1 MRSA § 405 (6) (A) at 7:15 p.m. to discuss a personnel matter to include the Town Manager, Theresa Haskell, Deputy Clerk, Debbie French, and Deputy Clerk, Kyoko Roderick, seconded by Ronald F. Brann and approved 5-0-0.** The Board of Selectmen returned from Executive Session at 7:56 p.m.
- b) **Ray Bates made a motion to enter into Executive Session pursuant to 36 MRSA § 841 (2) (E) – Poverty Case #1-2019 at 8:00 p.m. and to include the Town Manager, Theresa Haskell.** The Board of Selectmen came out of Executive Session at 9:04 p.m. **William Appel, Jr. made a motion to deny the application for a “Poverty Tax Abatement because of Hardship or Poverty” #1-2019 because it was not applicable to the applicant pursuant to 36 MRSA § 841 (2) which refers to primary residence and ownership, seconded by Ronald F. Brann and approved 5-0-0.**

Ray Bates adjourned the Board of Selectmen Meeting at 9:05 p.m.

These minutes were approved by the Board of Selectmen on _____

The next Regular Board of Selectmen’s Meeting is Tuesday, November 12, 2019 at 6:00 p.m. at the Windsor Town Hall.

Respectfully Submitted,

Kyoko Roderick
Deputy Clerk